



FRANK BROCCOLINA
STATE COURT ADMINISTRATOR
(410) 260-1295 Fax: (410) 974-2066
frank.broccolina@courts.state.md.us

PHILIP S. BRAXTON
Executive Director
Judicial Information Systems
2661 Riva Road, Suite 900
Annapolis, Maryland 21401
(410) 260-1000 Fax: (410) 974-7170
philip.braxton@courts.state.md.us

DANIEL A. COLEMAN
Executive Director
Procurement & Contract
Administration
(410) 260-1263 Fax: (410) 974-5577
daniel.coleman@courts.state.md.us

DAVID R. DURFEE JR.
Executive Director
Legal Affairs
(410) 260-1405 Fax: (410) 974-2066
david.durfee@courts.state.md.us

LINDA LOVE McCORMICK
Executive Director
Human Resources
(410) 260-1283 Fax: (410) 974-2849
linda.mccormick@courts.state.md.us

PAMELA CARDULLO ORTIZ
Executive Director
Family Administration
(410) 260-1580 Fax: (410) 974-2066
pamela.ortiz@courts.state.md.us

ALLEN C. CLARK III
Executive Director
Finance
(410) 260-1409 Fax: (410) 974-2169
allen.clark@courts.state.md.us

FAYE D. GASKIN
Manager
Management Analysis & Research
(410) 260-1257 Fax: (410) 974-5577
faye.gaskin@courts.state.md.us

ROXANNE P. MCKAGAN
Manager
Administrative Services
(410) 260-1407 Fax: (410) 974-2066
rocky.mckagan@courts.state.md.us

DEBORAH A. UNITUS
Manager
Program Services
(410) 260-1291 Fax: (410) 974-2066
deborah.unitus@courts.state.md.us

TTY Users: 1-800-735-2258

ADMINISTRATIVE OFFICE OF THE COURTS

MARYLAND JUDICIAL CENTER
580 TAYLOR AVENUE
ANNAPOLIS, MARYLAND 21401

Fax – 4 pages

July 13, 2006

Re: Request for Bids No. K-07-7030-25; Automated Jury
Management System, Amendment No. 3

Dear Interested Party:

This amendment contains additional information, clarifications and questions asked by interested parties and answers provided by the Maryland Judiciary.

Reference Section II, Clause 3.A. Charles County is hereby added to the list of jurisdictions in which the JMS will be installed. This increases the number of jurisdictions from fourteen to fifteen.

Reference Section II, Clause 3.A2.D. Training and Maintenance/Support – Contractor must provide adequate training at each installation site. Additionally, contractor must provide an “overview” training session to all participants at the Judiciary’s training facility in Annapolis, Maryland.

Reference Section II, Clause 3.A2.D. Training and Maintenance/Support - Successful respondent must provide telephone support at all times, 7 days per week, 24 hours per day.

Reference Section II, Clause 3.A2.B.8. Accounting Features – Proposed system does not have to support debit cards. Debit cards will not be used as a payment method.

Reference Page 20, Price Proposal Work Sheet – Respondent shall list cost of maintenance/service agreements for years 2 through 6. Maintenance/Service agreements are hereby defined as Software Updates, Licensing Fees, 24 hours X 7 days per week Telephone Support and on-site support as needed.

Q. We understand that the Web module will also be hosted at the JIS Data Center's web-site that the counties will have links to their websites that will allow a prospective juror to qualify, request a postponement and or excuse for that specific county. For pricing purposes we need to know how many questionnaires/summons each county/jurisdiction sends out annually.

A. The following counties will utilize the successful respondent's JMS. Note: Combined Instrument means that the jurisdiction combines their questionnaire/qualifications form and jury summons. "Ques" means questionnaire or qualifications form.

Charles (just added to solicitation) combined instrument – 15,000
Dorchester County – 5600 combined instrument
Somerset County – Ques 1300, summonses 400
Wicomico County – Ques 5500, summonses 2000
Worcester County – Ques 3250, summonses 1750
Caroline County – Ques 1500, summonses 500
Cecil County – Ques 5100, summonses 2630
Kent County – Ques 1700, 750 summonses
Queen Anne's County – Ques 2862, Summonses 4500
Talbot County – Ques 5000, summonses 1800
Allegany County – Ques 2700, summonses 1010
Garrett County - Ques 1000, summonses 300
Washington County – Ques 4000, summonses 1900
St. Mary's County - Ques 5411, summonses 1746
Baltimore City – Ques 50,000, Summonses 200,000

The following counties may use the JMS. Pricing shall be included for these jurisdictions.

Anne Arundel – 35,000 combined instrument
Frederick County – 15,000 combined instrument
Harford County – 20,400 combined instrument
Howard County – 18,000 combined instrument
Montgomery County – Ques 81,425, summonses 55,915

Q. For pricing purposes could you also tell us if you have an Oracle Processor (Enterprise) License and if not, JSI is a reseller of Oracle so we can include that in our pricing for the Web module as well.

A. The RFP states that the application should be n-tiered (web-based), and will reside centrally in the JIS data center. Web-based self-service applications (Jury Management Application) reside centrally within the courts firewall DMZ, using the courts domain naming standards (mdcourts.gov). These applications are secured using SSL, with the courts managing the SSL certificate within its architecture. We do have the Oracle Processor License, but this will sit on new machines need to include licenses.

Q. At the pre-bidders conference the issue of debit cards arose. Are they going to be kiosks?

A. No, debit cards will not be used.

Q. Is reconciliation for jurors pay required and if so, please give specifics.

A. Refer to Section II, Clause 3.A.2.8 Accounting Features, which states the system must support:

- Variable reimbursement methods to include cash, checks and vouchers (omit debit cards, they will not be used).
- Jurisdictional identification and resolution of all payroll exceptions.
- The ability for end-user to define juror pay policies (different rates), including juror fee donations.
- The ability to track reimbursements, parking and other expenditures at courts with multiple sites.

Q. Page 7, A.2 #3 - Can you clarify what they mean by this? Do we assume correctly that by "data conversion" you mean population of the database with an initial source list from which to select prospective jurors?

A. The JMS will replace 14 systems currently used throughout the State - these systems currently house data that would need to be imported (converted) into the new JMS.

Q. Page 7, A.2 #8 talks about that the pricing shall include database licensing, but on page 12, C.1 refers to the target platform. Does the state not already have Oracle licenses, or are we to provide pricing for software licenses for the target database (Oracle)?

A. We will separate out the database licenses- no need for the vendor to provide. Vendor shall provide sizing specifications. Oracle prices by CPU; prices will depend on the information the vendor provides.

Q. Page 11, 7, Scanning Features, 1st bullet, as per our discussion at the pre-bidders conference, by "portable scanning device" do you mean wireless handheld PC with integrated bar code reader or wired bar code reader, or imaging system? Will the state provide such hardware, or will vendor?

A. The state will provide the hardware (vendor to provide specifications).

Q. Page 12, C, as per our discussions at the pre-bid, can you clarify that the preferred architecture is a server-based architecture (e.g. n-tier, rather than client/server)?

A. The RFP states that the application should be n-tiered (web-based), and will reside centrally in the JIS data center. Web-based self-service applications (Jury Management Application) reside centrally within the courts firewall DMZ, using the courts domain naming standards (mdcourts.gov). These applications are secured using SSL, with the courts managing the SSL certificate within its architecture.

Extension of Due Date:

The Bid Due Date is hereby extended to August 3, 2006. Bids are due no later than 12:00 p.m. on that date.

These are the only changes contemplated by Amendment No. 3. All other terms and conditions shall remain the same.

Thank you for your interest in doing business with the Maryland Judiciary. I may be reached at 410-260-1410 if you need additional information.

Sincerely,

Raymond Mack
Procurement Officer
Office of Procurement and Contract Administration